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Approved For Release 2000/08/25 : CIA-RDP73-00099A000200140016-6

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of Board

DD/S&T 3415-71

30 November 1971

MEMORANDUM FOR: Chairman, CIA Records Management Board

SUBJECT : Records Management Board

1. In response to your request to comment whether or not the CIA Records Management Board should continue or be abolished, the following remarks are submitted for the record.

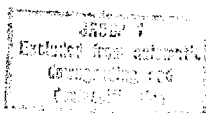
2. First of all, I feel that the Records Board should continue to function. In the absence of another alternative, I feel that the Board has proven to be of value to the Records Programs of this Agency.

3. As you know, I have been the DD/S&T Representative to the Board since its inception in 1968, and therefore, am in a more qualified position to reflect and relate its accomplishments and shortcomings. If one was to single out the primary accomplishment of the Board it would have to be the rapport attained between the Directorate representatives that has never been equalled before. From this platform we were able to attack our first problem assigned to us by reducing our volume of inactive records by thousands of cubic feet. The Board serves as a "sounding" mechanism for the Directorates and an excellent vehicle for transmitting and receiving ideas and valuable information.

4. On the other side of the coin, the Board does not have the authority to make policy decisions or force its will upon the Agency. It does lack a certain amount of autonomy which would allow it to be more effective. The Board should be allowed to be more independent in its operation and reporting activities. The Board should be able to go directly to the DD/S or the Exec. Dir./Comptroller whenever it thought it necessary without going through several layers of echelon. This process has a tendency to weaken recommendations, proposals, decisions and overall effectiveness.

5. As I previously stated in paragraph 2, it is my opinion that the Records Management Board should continue to exist and contribute what it can until some better alternative comes along.

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DDS&T Representative to the CIA  
Records Management Board

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